



VISA Application United Kingdom

Apply for a **long-term student visa** at the Czech embassy, which will be issued for a maximum period of 12 months. If the study program change requires a stay exceeding 12 months, you will need to submit an application for a long term residence in the Czech Republic with a regional office of the Ministry of the Interior during your stay on a student visa not earlier than 90 days and not later than 14 days before the visa expires.

When applying for a long term visa for the purpose of study, follow these steps:

1. Schedule an appointment:

Make an appointment by sending an email to longstay.london@mzv.cz

IMPORTANT INFORMATION:

- Applications are submitted in person only.
- All supporting documents submitted **must be originals or verified copies**.
- All documents must **not be older than 180 days** with the exception of a passport, registrar documents, diplomas and similar documents and photos (must reflect current appearance).
- Foreign public documents must be legalized, e.i. equipped by an Apostille or super legalised.
- All documents must be submitted in the Czech language (with the exception of a bank statement, bank card, which can be in English).

*Incomplete applications are inadmissible

PROCESSING TIME: up to 60 days

FEES: Visa fee is 2500 CZK for a long-term visa for the purpose of the study. The fee must be paid in cash in GBP when applying for the visa. The visa fee may change on a monthly basis due to the current exchange rate.

The updated- [list of consular and visa fees](#).



2. Required Documents:

Completed visa application form:

Completely filled out before coming to the Embassy with a ballpoint pen or on a typewriter.

Please do not forget to sign the application on the 5th page and include your phone number, email address and postal service address for future communication - download the [Application for a long term visa \(PDF, 534 KB\)](#)

Two recent passport photographs

Passport

Passport is not retained during the processing of a long-term visa but needs to be re-submitted when collecting the visa, so that the visa can be issued in the passport.

Document confirming the purpose of the stay - confirmation of studies

An original or a copy (notarized by a Czech notary) of a document certifying acceptance into a study program in the Czech Republic issued by a Czech university or school in the Czech language.

Document confirming accommodation

An original or a copy of your accommodation document issued by a Czech university confirming accommodation in the school's dormitory for the duration of your studies - document must be in the Czech language.

If you are staying in private accommodations, the original statement from the owner of an apartment/house stating his/her ability and willingness to provide accommodation (signature must be notarized by a Czech notary);

If you are renting an apartment/house, the original or a notarized copy of the tenancy/rental contract signed by both parties (signature do not have to be notarized);

If you are subletting, the original or a notarized copy of the tenancy/rental contract and an affidavit signed by the owner confirming the subletting (signature must be notarized by a Czech notary).

Document confirming sufficient financial resources



When applying for a long term student visa, you need to prove that you possess sufficient financial means for your stay in the Czech Republic. You can fund your stay and prove it by one of the following options:

- a copy of a debit card held in your name with validity for at least the duration of your stay in the Czech Republic and original checking account periodical bank statement for the last 3 months linked to the card original bank statement (or an original letter from the bank in English with stamp and signature). In the case of internet banking printouts, a bank stamp confirming the authenticity is requested. You may cover the card number before you make a copy of it but don't cover the validity. A copy of the front side is sufficient;
- a letter from a sponsor confirming the support of the applicant during his or her stay in the Czech Republic. It must be an original document with a notarized signature and presented with an official translation in the Czech language. Example: A parental letter confirming the financial situation of the student must be translated into the Czech language and notarized. Such a letter must be accompanied by a bank statement of the parent (original or printout stamped by the bank). The student must provide proof of ability to draw funds while in the Czech Republic, for example, ownership of a banking card linked to this account.
- scholarship: A student currently receiving a scholarship or grant must provide a confirmation of such scholarship.

How much money needs to be in your bank account?

For the purposes of a **long-term visa**, a foreign national is obliged to prove the availability of funds that are 15 times the amount of the existential minimum. This minimum is equal to **2 490 CZK** for the first month and double the amount of existential minimum for every month afterwards, i.e. for instance, *for a stay from January 1st until June 30th it would be* $(15 * 2\,490) + (5 * 2 * 2\,490) = 37\,350 + 24\,900 = 62\,250$ CZK.

(recommend a balance of around £5000 is on the account when printing the statement.)

Criminal History Background

The Embassy of the Czech Republic in London, requests that all applicants for a long term visa or residence permit, who will submit their applications at the Embassy in London submit a Criminal History Background check issued by the UK as well as Criminal History Background check from a country where they lived for 6 months or longer in the previous 3 years or an affidavit in case that country does not issue any such document.



This document must be appropriately certified ([Apostille](#) or super-legalization) and then subsequently translated into the Czech language by a sworn translator.

A fully legalised and translated ACRO- Police clearance certificate by the criminal records office. (<https://www.acro.police.uk/Police-Certificates-Online>)

Certificate of criminal clearance For non-British Nationals:

You must present a criminal record extract of the country of citizenship and moreover, the same document issued by the countries where you lived in the past 3 years for a consecutive period of 6 months or more, or an affidavit in case the country does not issue such a document. The criminal record extract is issued usually by the Police Department/ Ministry of Justice/Ministry of Interior; Depending on the country of origin, document issues have to be apostilled/legalised by the respective Ministry of External Affairs/Foreign office from the applicants country of nationality (name of the document and issuing authority may differ in each country). The criminal record must ***not be older than 180 days (the validity of PCC is crucial)*** when you come to apply for a student visa.

Medical health insurance

You will be asked to submit health insurance upon collection of your visa. The type and length will be specified in the collection notice. Detailed information about medical health insurance can be found on the website of [the Ministry of Interior](#) as well as the website of the [Pojišťovna VZP, a.s.](#) specifies a duty for foreign nationals entering the territory and who will be on it for more than 90 days to conclude travel medical insurance in the scope of comprehensive healthcare within 90 days from entry to the territory of the Czech Republic. For a period of five years from the day when the amendment to the law concerning the residence of foreign nationals comes into force (i.e., from August 2nd, 2021 to August 2nd, 2026), travel medical insurance in the scope of comprehensive healthcare as required by the Act on the Residence of Foreign Nationals may be concluded exclusively with Pojišťovna VZP, a. s.)

Translations and verifications

[List of Czech translators in the UK](#)

Please note only those translators who have a yellow highlight can provide translations which are sufficient for visa purposes.



ADDITIONAL INFORMATION

The application procedures are governed by [the Act on the Residence of Foreign Nationals](#), the [Administrative Procedure Code](#) and other associated acts.

3. Checklist

- Completed application form (see attached)
- Valid travel document (passport) - the expiry date of the passport must exceed at least by 3 months the duration of the validity of a long term visa (which is given for 1 year) must have at least 2 blank pages (for the stamp and visa sticker) *if you already know your passport will expire – *make a new one before applying for a visa*
- Valid UK residence/BRP. (residence visa must be valid for a minimum of 3 months)
- An original bank statement in your name. I advise getting one printed out at your bank and asking the bank to stamp it. (recommend a balance of around £5000 is on the account when printing the statement.)
- A copy of the debit card linked to this account (you can cover the long number of this card). Your name and the expiry date of the card needs to be visible. If the card is due to expire in the next twelve months please ask your bank to issue a new one explaining it is needed to apply for a visa.
- A fully legalised and translated ACRO- Police clearance certificate by the criminal records office. (<https://www.acro.police.uk/Police-Certificates-Online>)
- Acceptance letter from the university and an accommodation certificate also provided by the university
 - Is issued by the University in both English and Czech language. You will keep the English letter. You will present the Czech Letter with your application
 - If you requested accommodation at the University campus/dormitory – the University will issue, in your name, a Certificate of Accommodation in the Czech language. You will present the Certificate with your application-
*Recommended to book university accommodation
 - If you will stay in your own apartment / rented apartment - you need a Contract, with your name and signed by you, in the Czech language. You will present this Contract with your application)
- A debit card to pay the visa application fee (est. £95).
- Address of Residence in Czech Republic is in your offer paperwork
- 2 recent passport size photos
- No Objection Letter of parents/guardians. (for applicants under 18 or applicants applying with parent/guardian's bank account)

